



COUNTY OF SAN DIEGO
Great Government Through the General Management System – Quality, Timeliness, Value
DEPARTMENT OF HUMAN RESOURCES

CLASS SPECIFICATION

CLASSIFIED

INDUSTRIAL HYGIENIST I
INDUSTRIAL HYGIENIST II

Class No. 003163
Class No. 003857

■ CLASSIFICATION PURPOSE

To perform technical inspection and professional work in the education, identification, evaluation, and control of potentially hazardous chemical, physical, and biological agents at County work sites, facilities, and contract agencies; and to perform related work as required.

■ DISTINGUISHING CHARACTERISTICS

Positions in this class are found only in the Community Health Division of the Department of Environmental Health. This class series provides inspection, consultation, and educational services to County departments and contract agencies in support of the County's Industrial Hygiene, Hazardous Materials/Waste Information, and California's Childhood Lead Poisoning Prevention (CLPPP) Programs. This series is distinguished from the Environmental Health Specialist class series within the Department of Environmental Health's Hazardous Materials Division in that the latter is responsible for inspecting and monitoring hazardous waste generators and materials establishments to insure compliance with existing regulations. This series is distinguished from the Loss Prevention Analyst in that the latter develop and implement comprehensive employee safety, health and accident prevention programs, policies and procedures in a wide variety of occupational areas.

Industrial Hygienist I:

This is the first working level class in the series. Under direct supervision, incumbents perform routine inspections to identify, evaluate, and control occupational health hazards at County and contract agencies work sites. This class differs from Industrial Hygienist II in that it performs the least complex inspections and assists higher classes with large and/or complex studies of occupational hazards.

Industrial Hygienist II:

This is the fully skilled, journey level class in the series. Under general supervision, incumbents perform inspections of suspected or reported health hazards in County and contract agencies work sites, recommend corrective measures, and prepare and deliver technical training on industrial hygiene and hazardous material/waste issues. This class differs from the next highest class, Supervising Industrial Hygienist, in that the latter is a first line supervisor with responsibility for directing and evaluating the work of subordinate Industrial Hygienists.

■ FUNCTIONS

The examples of functions listed in the class specification(s) are representative but not necessarily exhaustive or descriptive of any one position in the class(es). Management is not precluded from assigning other related functions not listed herein if such duties are a logical assignment for the position.

Essential Functions:

1. Participates in a comprehensive industrial hygiene program by inspecting County work sites and facilities for reported or suspected, hazardous chemical, physical, and biological agents.
2. Collects samples of hazardous substances, including asbestos, for laboratory analysis.
3. Interprets statistical data and laboratory results and prepares comprehensive technical reports.
4. Makes recommendations for the elimination and/or control of hazardous materials or conditions.
5. Investigates complaints of unhealthful working conditions and prepares reports of findings.
6. Notifies department managers of inspection results and recommendations.
7. Assists management with hazard abatement and/or possible elimination methods.
8. Consults with County employees regarding the health effects of specific materials, requirements of regulatory standards, and possible control procedures.

9. Provides responsive, high quality service to County employees, representatives of outside agencies and members of the public by providing accurate, complete and up-to-date information, in a courteous, efficient and timely manner.

Industrial Hygienist II:

Essential Functions:

All the functions listed above and

1. Conducts health hazard evaluations at contract agencies work sites.
2. Develops surveillance programs.
3. Investigates the causes of potential environmental lead sources/hazards (paint, dust, soil, and water) in the homes of children with elevated blood lead levels, and educates parents regarding ways to minimize exposure.
4. Issues letters to property owners to correct lead hazards, ensures corrective actions are taken, and performs clearance inspections to verify the effect of the corrective action.
5. Conducts research on occupational health problems.
6. Develops educational program materials.
7. Provides technical education and training to employees on occupational health and hazardous materials/waste issues.
8. Provides technical guidance to less experienced industrial hygienist staff.

■ KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

The following apply to all classes:

- County customer service objectives and strategies.
- Investigation and inspection procedures.
- The use of personal protective equipment.
- Methods, techniques and practices used in determining and controlling occupational health hazards.
- Industrial hygiene monitoring and sample collection procedures.
- Laboratory techniques for hazardous materials identification, including asbestos.
- Industrial hygiene and environmental health principles.
- Asbestos Hazards Emergency Response Act (AHERA).
- Cal/OSHA rules and regulations and applicable EPA standards.
- Industrial manufacturing process, equipment and materials.
- Toxicology and chemistry.

Skills and Abilities to:

The following apply to all classes:

- Inspect facilities and/or work sites and identify hazardous conditions and materials, including asbestos.
- Collect and interpret statistical data.
- Analyze laboratory samples and findings.
- Resolve compliance and investigation problems.
- Prepare authoritative findings, technical reports and recommendations.
- Communicate effectively, orally and in writing.
- Establish and maintain cooperative working relationships with management, employees, employee representatives and the public representing diverse cultures and backgrounds.
- Treat County employees, representatives of outside agencies and members of the public with courtesy and respect.
- Assess the customer's immediate needs and ensure customer's receipt of needed services through personal service or referral.
- Exercise appropriate judgment in answering questions and releasing information; analyze and project consequences of decisions and/or recommendations.

Industrial Hygienist II (in addition to the above):

- Prepare and conduct educational programs for County employees on occupational health and safety matters.
- Conduct the more complex and difficult hazardous materials/waste evaluations.
- Analyze legislation dealing with environmental health and determine the impact on the County.

■ EDUCATION/EXPERIENCE

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above. Examples of qualifying education/experience are: a bachelor's degree from an accredited college or university in industrial hygiene, occupational health, environmental health, chemistry or a closely related field; AND,

Industrial Hygienist I:

1. One (1) year of full-time, industrial hygiene work experience, which includes industrial hygiene surveys and asbestos inspections. A master's degree in public, occupational or environmental health, industrial hygiene or in a related discipline may substitute for the year of required experience.

Industrial Hygienist II:

1. Two (2) years of full-time, professional industrial hygiene work experience. Such experience must have included industrial hygiene surveys and asbestos inspections. A master's degree in a relevant discipline may be substituted for one (1) year of the required experience.

■ ESSENTIAL PHYSICAL CHARACTERISTICS

The physical characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the classification(s). Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

Continuous upward and downward flexion of the neck. Frequent: sitting, repetitive use of hands to operate computers, printers and copiers. Occasional: walking, standing, bending and twisting of neck, bending and twisting of waist, squatting, simple grasping, reaching above and below shoulder level, and lifting and carrying of files weighing up to 10 pounds.

■ SPECIAL NOTES, LICENSES, OR REQUIREMENTS

License

A valid California class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment, or the ability to arrange necessary and timely transportation for field travel. Employees in this class may be required to use their own vehicle.

Certification/Registration

Certification as either a Registered Environmental Health Specialist (REHS) or Certified Industrial Hygienist (CIH) is required by the State of California for staff assigned to California's Childhood Lead Poisoning Prevention (CLPPP) Program.

Certification by the American Board of Industrial Hygiene as a Certified Industrial Hygienist and EPA certification as a Building Inspector/Management Planner for Asbestos are highly desirable.

Working Conditions

Possible exposure to high noise, dust, mists, fumes, radiation, hazardous chemicals, and asbestos. May be required to wear protective respiratory equipment during the course of work.

Background Investigation

Must have a reputation for honesty and trustworthiness. Misdemeanor and/or felony convictions may be disqualifying depending on type, number, severity, and recency. Prior to appointment, candidates will be subject to a background investigation.

Probationary Period

Incumbents appointed to permanent positions in this class shall serve a probationary period of 6 months (Civil Service Rule 4.2.5).

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